

The Queens College Bursar's Office Has Gone Paperless!

No bill will be mailed. You can view your account at the CUNYfirst Self-Service Center.

PAYMENT OPTIONS

Avoid long lines! Choose from the payment options below:

NEED A PAYMENT PLAN?

Call Tuition Pay (formerly AMS) at **1-866-267-2869 (1-866-267-CUNY)** or visit them online at www.tuitionpay.com for information. You must complete your registration with Tuition Pay by the due date of your bill. For those who register after December 28, Tuition Pay will have a representative on campus at the Bursar's Office from January 23 through February 3, 2012. Tuition Pay follows the same office hours as the Bursar.

BY MAIL

This option *cannot* be used once the semester starts (January 27, 2012).

Make checks payable to Queens College. Be sure to write your CUNY ID number on all checks.

Checks should be mailed to:
Queens College, CUNY
Bursar's Office
65-30 Kissena Blvd.
Flushing, NY 11367

DROP BOXES ARE FOR CHECKS ONLY

Drop boxes are located just inside the lobby doors of Jefferson Hall and outside the Bursar's Office (Jefferson Hall, Room 200).

ONLINE VIA CUNYFIRST

You can pay your bill by American Express, Discover, MasterCard, or e-check online at http://home.cunyfirst.cuny.edu/oam/Portal_Login1.html. Payment via

credit card will incur a 2.65% convenience fee. No fee is charged for an e-check transaction.

IN PERSON

Only cash and check payments are accepted at the Bursar's Office (Jefferson Hall, Room 200).

Bursar's Office Hours:

Monday–Thursday, 9:30 am–4:30 pm;
Friday, 9:30 am–1 pm; and Tuesday & Wednesday, 5–7 pm (when classes are in session).

VERIFYING PAYMENT

To check if your payment has been applied, check your account in the CUNYfirst Self-Service Center.

IMPORTANT NOTE

Unless Financial Aid is reflected on your account, your bill is due **in full**. Failure to pay by your due date may result in cancellation of your classes.

FINANCIAL AID

Any financial aid appearing on the bill is **estimated** and subject to change.

If your financial aid **does not fully** cover your tuition and fees, you **must** pay the remaining balance by the due date of the bill. If you do not receive the financial aid you anticipated, **you are liable for the full amount of your bill**. If you move, be sure to notify both the Registrar and the Financial Aid Office.

Financial Aid Direct Deposit

■ You can have your financial aid deposited directly into a CUNY Scholar Support Prepaid card. This is a MasterCard issued by Citibank in conjunction with CUNY.

You can get more information about this card at the Bursar's Office or the Financial Aid Office.

■ You also can have your financial aid deposited directly into your bank account. Pick up a form at Financial Aid or the Bursar's Office.

Payment Due Dates

If you register	Payment is due
Oct. 17–Nov. 29	Dec. 19, 2011
Nov. 30–Dec. 28	Jan. 11, 2012
Dec. 29–Jan. 17	Jan. 23, 2012
Jan. 18–Jan. 26	Jan. 26, 2012
Jan. 27 or later	Immediately

REFUND SCHEDULE

Withdrawal or Drop Date	Refund Rate	Liability
Through Jan. 26	100%	None
Jan. 27–Feb. 2	75%	25%
Feb. 3–Feb. 9	50%	50%
Feb. 10–Feb. 16	25%	75%
Feb. 17 and beyond	None	100%

REFUND OF TUITION

If you choose not to attend classes, **YOU** must drop all of your classes through CUNYfirst **BY January 26, 2012** in order to receive a full refund.